

CONFIDENTIAL

21 July 1970

MEMORANDUM FOR: Heads of Offices in Area Buildings
Outside of Headquarters

Since its establishment in 1963 the Fine Arts Commission has by direction concentrated its attention principally on the Headquarters Building. The Commission has been found useful in advising the Executive Director on ways in which our environment can be improved esthetically.

I am extending the charter of the Fine Arts Commission to include Agency buildings in the Metropolitan area. Membership will be broadened for this purpose. In addition, I would like for you to cooperate with other office heads in your building to designate a person to work in a liaison capacity with the Commission. Initially such relationship would probably take the form of consultation between the Chairman and these representatives or in meeting with the Commission itself.

In making your selection it would be best to choose a person who has a lively interest in the arts and in environment. The assignment would be in addition to his other duties. I consider it important to our total management

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responsibility to deal imaginatively with our environmental problems in which esthetic appearance is a part. Accordingly, I would urge that you offer encouragement and support to the person appointed.

When you have advised me of your selection I will ask the Chairman of the Fine Arts Commission to be in touch with him.

L.K. WHITE

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